

**GOVERNOR'S COMMITTEE FOR THE PURCHASE OF  
COMMODITIES AND SERVICES FROM THE HANDICAPPED**

P.O. Box 745  
Institute, WV 25112

Minutes

February 14, 2001

F. Ray Power Building, Small Conference Room  
West Virginia Rehabilitation Center  
Institute, West Virginia

March 30, 2001

**ATTENDANCE:** Lee Dixon; Linda Maniak; Steve King and Craig Greening from WVARF; Donna Prunty, Curt Curtiss and Dave Tinchler from the Dept. of Administration; and, Ken Kennedy & Paula Sparkman from Rehabilitation. Absent from the meeting was Chris Miller of WVARF and Jack McComas.

**APPROVAL OF MINUTES:** Linda Maniak made a motion to approve the minutes. Ken Kennedy seconded the motion; motion carried.

**FINANCIAL REPORT:** Ken Kennedy gave the financial report which reflected a balance of \$1,630.32.

**REPORT OF CHAIRMAN:** Lee Dixon reported that Jack McComas was in the hospital and should be returning home within the next few days. A get well card was signed by all and mailed that day.

There was a discussion regarding the filling of the vacancy on the Committee for someone to represent private business. Steve asked Dennis Miller (former plant manager at FMC) who is now Health and Safety Manager for Clearon if he would be interested in having his name recommended to serve on the committee in the business and industry capacity. Miller agreed to serve if appointed.

It was noted by Steve that Ken Kennedy will be the official WV Division of Rehabilitation Services member.

Steve will resubmit the following names to the Governor's Office to serve on this Committee:

Linda Maniak, Lee Dixon, Jack McComas, Dennis Miller, Ken Kennedy, Curt Curtiss and Donna Prunty.

**REPORT OF EXECUTIVE SECRETARY:** Curt Curtiss stated he would make a renewed effort to be more active with this committee.

Chairman: **Lee Dixon**

Members: **Linda Maniak, Ken Kennedy, Jack McComas, Donna Pruty**

Ex Officio Members: **Curt Curtiss**, Executive Secretary

**Stephen R. King**, Executive Director, West Virginia Association of Rehabilitation Facilities

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**REPORT OF WVARF EXECUTIVE DIRECTOR:** Steve King talked about the Legislative Breakfast coming up on Feb. 21<sup>st</sup>, and invited everyone on the Committee to attend. Their primary message through the video being shown will be to educate legislators on the State Use Program; and to let them know a little of the history of how they were involved in the past and their current role with the program.

Fred Hendershot will speak regarding funding issues that affect CRPs. Steve will speak on that as well. Another topic will be to inform the legislature of the importance of the state funding that CRPs receive through the Workshops Development line item within the DRS budget. These funds are used primarily to support individuals in extended employment at the respective CRPs.

**OLD BUSINESS:** Since Chris was absent there were no handouts on WVARF Accounts Receivables.

WVARF discussed some of the problems they have in getting paid from DOH, DRS and a few other agencies. Steve asked about the budget picture for the state agencies for next year in face of the 3% cuts that have occurred this year. Dave Tincher answered: "We won't know until the State of the State when they will receive a copy of the budget."

DHHR UPDATE: WVARF staff met with Virginia Tucker on February 1 to continue the negotiation of the statewide janitorial contract. The previous FMP designated by the Committee has in essence been disregarded by DHHR and a new price is being negotiated. WVARF plans to provide a status report and heads up to the CRPs involved in this contract at the upcoming meeting on the 21<sup>st</sup>. A significant hours of employment decrease in this contract is likely to occur at most of the locations.

A discussion ensued over the determination of and elements that make up the FMP. Code says Committee determines fair market price. Need a clearer definition of fair market price.

**NEW BUSINESS:**

1. Policy for Non-Recurring Purchases (see attached). Must commit to CRPs regarding this policy.
2. Procurement List (draft).

**CONTRACT PRESENTATION:**

1. Condiment Kits

Curt Curtiss made a motion to approve the above contract, Donna Prunty seconded, motion carried.

**REMINDER:**      *Following are the dates of 2001 meetings.*  
                         *January 17, 2001*  
                         *February 14, 2001*  
                         *March 21, 2001 (meeting cancelled)*  
                         *April 11, 2001*  
                         *May 16, 2001*  
                         *June 13, 2001*

**ADJOURNMENT:** Given no further business for discussion, Donna Prunty moved to adjourn the meeting; Ken Kennedy seconded the motion; motion carried.

Attachments